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MANAGEMENT COUNCIL NEWSLETTER

U. S. Department of Agriculture

A summary of significant events of
interest to USDA management

Issue #69
September 19, 1977

MANAGEMENT COUNCIL CONFERENCE.....The fall conference will be held at the Sheraton-Fredericksburg Motor Inn, Fredericksburg, Virginia on November 2-4. Additional details concerning the agenda, rates, etc., will be forwarded to Council members shortly. (Contact: Jack Carson, APHIS, ext. 75213)

CHARGES FOR DOCUMENTS PRINTED IN THE FEDERAL REGISTER AND CFR.....Beginning October 1, Federal agencies must reimburse the Government Printing Office (GPO) for the cost of printing documents in the Federal Register and Code of Federal Regulations (CFR). This change results from enactment of P. L. 95-94, dated August 5, 1977, which amended the Federal Register Act. Charges for FY 78 will be computed on the basis of \$285 per page in the Federal Register and \$50 per page in the CFR. Fractions of pages published in the Federal Register will be counted on a column basis with a minimum charge of one column for \$95. FY 79 charges are estimated at \$300 per page in the Federal Register and \$55 per page in the CFR. The Office of Communication will submit a Printing and Binding Requisition (SF 1) to GPO prior to September 15 to ensure that statutory requirements for publication can be met by October 1. The Office of Finance is working on the billing system and agencies will be notified when details are completed. (Contact: John Cary, OF, ext. 75630)

CONTRACT COMPLIANCE DIVISION TRANSFER.....The functions of the Contract Compliance Division of OEO will be transferred to the Defense Logistics Agency effective October 1. Employees of the Division will transfer with the function and many will be required to relocate to different geographic areas. However, there is some question if there are enough available positions to accommodate all the employees in the Contract Compliance Division. In a memorandum dated August 17, J. Fred King, Acting Assistant Secretary for Administration, advised Management Council members that the Secretary wanted maximum effort given to place as many of these employees as possible before October 1.

Agency Personnel Offices have applications for all of the employees involved and have been advised to give them priority consideration for any vacancies for which they are qualified. Maximum use of the Department's Career Development Agreement is encouraged to qualify these employees for positions for which they do not currently qualify.

Agencies are required to report weekly to the Office of Personnel on the number of OEO employees who have received consideration for vacancies, and reasons for non-selection if applicable. Negative activity reports are also required. (Contact: Patricia J. Killen, OP, ext. 75625 or Mary Goode, OP, ext. 74804)

REVISION OF CURRENT LIST OF GSA URBAN CENTERS.....GSA officially has advised the Department that it is contemplating a revision to the current list of urban centers. The revision would make the urban centers consistent with Standard Metropolitan Statistical Areas (SMSA), and would reduce by 251 counties the areas where agencies of this Department could exercise the delegated leasing authority.

GSA's regional offices are reviewing the list of SMSA's not now included in the list of urban centers to determine the impact of such an increase on their program. As a result, they have requested our local offices to provide information concerning their leases. The agencies have been advised that this information should not be provided without approval at the national office level.

We are advising GSA that most of the desired information is available in the report "Real Property Leased by the Government", which has just been completed by GSA.

We are objecting formally to the Administrator of General Services on this contemplated expansion of urban centers. (Contact: James E. Wood, OO, ext. 75225)

SERVICE CENTER POLICY.....A comprehensive policy regarding the coordination of the service delivery of local offices of ES, ASCS, FmHA, SCS, and FCIC is being initiated and promulgated together with Assistant Secretaries and Agency Heads. Appropriate agency representatives are being advised that actions should be taken to colocate local offices of these agencies under one roof under a "USDA one-stop service center" concept, consistent with the following objectives:

1. To colocate according to the following priorities: (a) when one or more agencies require additional or better space for local offices and (b) where local offices are in separate locations in the county or town.
2. To strengthen vital USDA links with farmers, ranchers and other rural residents through consultation with and participation by local committees, boards, and other appropriate producer groups in the planning, establishment, and operation of colocated USDA offices.
3. To colocate local offices in rural areas and establish compatible service areas for the convenience of the majority of USDA clients in the service area.
4. To coordinate service delivery by having office personnel of each agency assist in the performance of other agencies' functions during peak periods of activity.
5. To achieve at each colocation: (a) an Administrative Committee to jointly handle common administrative matters; (b) telephone answering and reception/information services throughout the day for clients of all agencies; (d) sharing of equipment, furniture, and vehicles; (e) avoidance of unneeded duplicate purchases; (f) comparability among local offices of space and furniture; and (g) flexible space design and utilization that is conducive to sharing workload and equipment, and is sufficient to accommodate reasonable staff increases.

(Contact: J.Fred King, SEC, ext. 73291)

OCTOBER FEDERAL PAY RAISE.....Administration Officials say President Carter will approve the 7.05% across-the-board pay raise for Federal white-collar employees within the week. PL 95-66 of July 11, caps this General Schedule pay comparability increase at \$47,500. (Contact: Verna Deane Brown, OP, ext. 73185)

PRESIDENTIAL MANAGEMENT INTERN PROGRAM.....President Carter has signed Executive Order 12003, which establishes a Presidential Management Intern Program to provide two year Federal internships for up to 250 people per year. Under this Program, competition will be limited to students who have recently received or will receive an advanced degree in public management. Although internship appointments will not be permanent, incumbents would be eligible for conversion to career appointments after two years of service. (Contact: Ernest E. Toth, OP, ext. 76104)

MINORITY BUSINESS ENTERPRISE.....President Carter remarking on the \$4 billion Public Works Bill stated that "We will be approving 1,000 public works contracts per week, and we'll have all \$4 billion allocated by September 30, and for the first time, ...10 percent of every contract must go to a minority subcontractor or supplier. This can mean \$400 million in additional, new income for minority businessmen and women." All USDA agencies receiving funds from the Public Works Bill are encouraged to utilize minority firms in support of the President's commitment. (Contact: Paul McCloskey, OEO, ext. 77921)

FY 79 FTS COST ESTIMATE.....GSA has recommended that USDA budget \$13.25 million for FY 79 to cover its share of the cost for completing 12.41 million calls GSA estimates will be made over the FTS Intercity Voice Network during FY 78. This represents a 7% increase in cost and a 12% increase in call volume over the FY 78 predictions. Cost adjustment will be made by GSA in accordance with the actual calling volume and tariff revisions for services. (Contact: Joseph Godbout, OO, ext. 75225)

ADMINISTRATIVE SERVICES CONFERENCE.....The fall Administrative Services Conference will be held in Gettysburg, Pennsylvania, October 3-5. Attendance will be limited to agency Administrative Services Directors and OO top staff. This meeting will be a working session to evaluate FY 1977 progress and establish common objectives and plans for FY 1978. (Contact: George Knapp, OO, est. 73937)

REVISION OF FEDERAL MANAGEMENT CIRCULAR 74-7.....OMB is updating and reissuing FMC 74-7 (Uniform Administrative Requirements for Grants-in-aid to State and Local Governments) as OMB Circular No. A-102. This will be a major revision of the Circular and will result in revisions to 4 AR, the Agriculture Grant and Agreement Regulations. (Contact: Dean Smith, OO, ext. 77525)

LEGISLATIVE ITEMS OF INTEREST.....

...Farm Bill - The Senate agreed to the conference report on S 275, the farm bill. The House will take action shortly.

...Budget - Conferees reported H. Con. Res. 341, the Second Concurrent Budget Resolution for FY 1978.

...Energy - The Senate completed action on energy conservation policy. The Senate passed HR 5037, a private bill, after amending it to include the text of S 2057 as amended; the text of S 701, as passed by the Senate; and parts 1, 2, 3 and 7 of HR 8444, proposed National Energy Tax Act. (Contact: John Mottershead, OBPE, ext. 74654)

COMBINED FEDERAL CAMPAIGN.....The 1977 Combined Federal Campaign will be kicked off this month. The Campaign is scheduled to run for a period of six weeks. Secretary Bergland will serve as Campaign Chairman for USDA. Victor Senechal, Assistant Deputy Administrator, Programs, ASCS, will serve as Vice Chairman and Gail F. Sedgwick, ARS Deputy Administrator for Administrative Management, will serve as Campaign Director. (Contact: G. F. Sedgwick, ARS, ext. 73801)

BUDGET NEWS.....

...FY 1978 Budget - On September 13, the House-Senate Conferees agreed on a Congressional budget of \$458.3 billion. Congress may not now consider any legislation which would cause this agreed upon level to be exceeded.

...FY 1979 Budget - The Department's budget request for FY 1979 was transmitted to OMB on September 15. (Contact: Bob Sherman, OBPE, ext. 76176)